

Tips

Presentation Skills



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CLASS 2 – LAYOUT

The following are some useful equipment and associating vocabulary. If you are asked what you need for your presentation you will have an answer!



Presentation Mouse



Slide Projector



Extension wire



Liquid Crystal Display (LCD) projector



VGA Connector



HDMI Connector



Laser pointer

Flip Chart

Positive Signals

Positive Signals Practice

I'm happy	→ to have this opportunity to...
I'm honored	→ to be here today and speak about...
It is an honor	→ to be here today and speak about...
It is a great opportunity	→ ladies and gentlemen.
Good morning, Good afternoon, Good evening,	→ my presentation.
Welcome to	
I'm glad to see you at	
Thank you for your interest in	

Topic Sentences Practice

The topic	→ of this presentation is...
The aim	→ review our work on...
The main point	→ describe the results from... introduce...
The reason I am here is to	

For your next presentation:

What will be your positive signal?

Good evening, ladies and gentlemen. I'm glad to see you at my presentation.

What will be your topic sentence?

The main point of this presentation is the key to Giant's success.



to introduce